

**HACKNEY CARIAGE / PRIVATE HIRE DRIVER**

**NOTIFICATION OF CONVICTION**

If a driver receives any cautions, convictions, fixed penalties or has a court case pending, he/she **MUST** inform the Licensing Authority **IN WRITING WITHIN 7 DAYS** of being formally notified of any such charge, fixed penalty, summons or conviction, or in the case of a custodial sentence as soon as reasonably practical.

Driver details:	Name:
	Address:
	Badge No:
Vehicle details:	Make:
	Registration No:
	Plate No:
Date of notification:	
Date of conviction (if applicable):	
Offence:	
Offence code (if applicable)	
Penalty points:	
Fine:	
Signed:	Date:

Return completed form to: Gloucester City Council, PO Box 3252, Westgate Street, Gloucester. GL1 9FW